

State Workforce Planning Task Force
Meeting Minutes
April 28, 2010
9:00 AM-1:00 PM

Members Present: Janet Kelly, Department of Administration; Amy Sassano, Office of Budget and Program Planning; Darlene Staffeldt, Montana State Library; Tim Burton, Department of Justice; Dore Schwinden, Department of Labor and Industry; Christian Mackay, Department of Livestock; Galen Hollenbaugh, Secretary of State's Office; Mike Ferriter, Department of Corrections; Alan Peura, Department of Revenue; Jennifer Jensen, department of Transportation

Members Absent: Dick Clark, Department of Administration; Tom Livers, Department of Environmental Quality; Anna Whiting Sorrell, Department of Public Health and Human Services; Jennifer Cole, Office of Indian Affairs

Guests: Marty Roos, Rachel Weiss, Joy Conquergood, Jody Stahl, Loraine Wodnik, Julie Sanders, Donna Hansen, Kathy Bramer, Tom Antonick

Department of Administration Staff Present: Paula Stoll, Peggy Davis, Joe Schopfer, Bonnie Shoemaker, John Moore, Lisa Coligan, Terri DeGroat, Randy Morris, Linda Davis

Facilitator: Chris Christensen

Minutes: Bonnie Shoemaker

Welcome: Janet Kelly called the meeting to order at 9:01 a.m., and welcomed members and guests. She turned the meeting over to Chris Christensen.

Meeting Purpose: Chris announced the purpose of this meeting was to set goals for the workforce development initiative.

Minutes: As moved by Galen Hollenbaugh, and seconded by Dore Schwinden, the task force unanimously approved the meeting minutes from March 31, 2010.

Introductions: Task force members and guests introduced themselves.

Brainstorming: Five Year Vision and Short Term Goals: Chris Christensen and John Moore facilitated two groups of task force members. Each group defined ideas for a five-year vision. The two groups reconvened and combined their ideas.

- As moved by Tim Burton, and seconded by Jennifer Jensen, the group approved a rough outline for a vision statement.
- Paula Stoll and John Moore will create a document refining the five-year vision statement. This document will be distributed before the next meeting.

Public comments: John Moore and Kathy Bramer expressed support for task force efforts.

Meeting Wrap-Up: Chris Christensen summarized the results of the meeting.

- The group will review and approve Paula Stoll's five-year vision document next meeting

- The group will brainstorm ideas for 3-5 achievable short-term performance goals for the next 12-18 months.
- Chris turned the meeting over to Janet Kelly.

Closing: Janet Kelly closed the meeting by thanking everyone for attending. The meeting was adjourned at 12:21 pm.

The next meeting of the task force will be May 19, 2010, from 10:00 a.m. to 1:00 p.m., in Room 455, at the state capitol building, Helena, Montana.